

12 JUL 1969

**MEMORANDUM FOR: Deputy Director (Plans)**

**VIA: SSA-DD/S  
A/DDP/A  
COFS**

**SUBJECT: Administrative Plans  
Procedural Recommendation**

1. This memorandum contains a recommendation in paragraph 3 for approval by the Deputy Director (Plans).

**2. Background:**

a. Administrative Plans are required to define the specific administrative and financial provisions applicable to certain operational projects (primarily subsidies and proprietaries), to include authorized deviations from Agency regulations.

b. Agency Regulation [REDACTED] provides for the joint approval of Administrative Plans by the DD/P and the DD/S. The DD/S responsibility for this activity has been delegated to the Office of SSA-DD/S (currently the Assistant SSA-DD/S signs for DD/S).

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c. Prior to the establishment of the Projects and Programs Group, within the immediate office of the DD/P, there was no organizational component, below the level of DDP/COFS, with common responsibility for both CIA and FI/CI projects.

4. It is now appropriate and procedurally feasible for the DD/P to simplify the Administrative Plan Procedures by the designation of Chief, PG as the DD/P authority for the approval of Administrative Plans.

3. Proposals

It is proposed that the Chief, PG be designated to act, upon behalf of the DD/P, as the approving authority for Administrative Plans.

**Chief**  
**Projects and Programs Group**

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CONCUR:

SSA-DD/S

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APPROVED:

(Signed) Richard M. Bissell, Jr.  
Deputy Director (Plans)

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11 July 1960

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